



REQUEST FOR QUOTE: BID NO. 8341-1/18-1
EQUIP. RENTAL (ENT/SPEC. EVENTS)-PREQUAL

ROADMAP

CONTRACT OVERVIEW:

This contract was established to allow The County the provision of rental of various tents, tables, chairs, and other equipment for entertainment and special events on an as needed when needed basis.

CONTRACT TERM: 02/01/2014 01/31/2019

COMMODITY: 98172

TOTAL CONTRACT VALUE: \$2,575,000.00

PROCUREMENT CONTRACTING OFFICER:

Ingrid Bernal / Basia Pruna
Phone: (305) 375-4211 / 5018
Fax: (305) 375-4407
Email: ibernal@miamidade.gov / bpruna@miamidade.gov

EVENT LOG

<u>ADD NO.</u>	<u>DATE ISSUED</u>	<u>EVENT</u>	<u>AGENT</u>						
23	01/10/2017	Transfer of borrowed funds from Vizcaya to Seaport in the amount of \$100,000	Ingrid Bernal						
22	6/14/2016	<div>The following Item has been added to RFQ No. 8341-VZ2016 – Annual Tent Rental for Vizcaya:</div> <table><tr><th>Item No.</th><th>Description</th><th>Price</th></tr><tr><td>for 11</td><td>Setup/dismantlement of tent outside of regular working hours 6:00 am to 6:00 pm</td><td>\$ 500.00</td></tr></table>	Item No.	Description	Price	for 11	Setup/dismantlement of tent outside of regular working hours 6:00 am to 6:00 pm	\$ 500.00	Jennyfer Calderon
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for 11	Setup/dismantlement of tent outside of regular working hours 6:00 am to 6:00 pm	\$ 500.00							
21	5/13/2016	Per MOD approval #5977, increased Transit's allocation by \$76k	Najaly Bode						
20	4/26/2016	The following vendor has been added to Group C, A 2 Chance Party Rental Inc.	Ingrid Bernal						
19	3/10/2016	The following vendor has been reinstated to Group C, Fiesta Carrousel, Inc.	Ingrid Bernal						
18	3/07/2016	The following vendors have been removed from Group C, pending for insurance approval: Fiesta Carrousel, Inc. and Miami Grandstand Entertainment Corp.	Jennyfer Calderon for Ingrid Bernal						
17	1/29/2016	Effective immediately: A Navas Party Production, Inc. (A Navas) has been terminated from the contract.	Jennyfer Calderon						

ADD NO.	DATE ISSUED	EVENT	AGENT																																																								
16	1/21/2016	<p>Effective on 2/01/2016 the following will events occur:</p> <p>1. A Navas Party Production, Inc. will be removed from the following group: ~ Group B. (Rental for Commonly Used tents for Vizcaya).</p> <p>2. RFQ No. 8341-VZ2016 – Annual Tent Rental for Vizcaya has been awarded to Ebershoff LLC dba Economy Party and Tent Rental as follow:</p> <table><tr><th>Item No.</th><th>Annual Est. Qty.</th><th>Size</th><th>Description</th><th>Price</th></tr><tr><td rowspan="10">Tent for Vizcaya</td><td>1</td><td>20</td><td>33' x 113'</td><td>Clear Span Tent (min. 9 foot poles) with Marquee (white canvas top)</td><td>\$ 1,118.70</td></tr><tr><td>2</td><td>10</td><td>33' x 113'</td><td>Clear Span Tent (min. 9 foot poles) with Marquee (clear canvas top)</td><td>\$ 2,050.95</td></tr><tr><td>3</td><td>30</td><td>33' x 180'</td><td>Clear Span Tent (min. 9 foot poles) with Marquee (white canvas top)</td><td>\$ 1,782.00</td></tr><tr><td>4</td><td>20</td><td>33' x 180'</td><td>Clear Span Tent (min. 9 foot poles) with Marquee (clear canvas top)</td><td>\$ 3,267.00</td></tr><tr><td>5</td><td>5</td><td>33' x 81'</td><td>Clear Span Tent (min. 9 foot poles) with Marquee (white canvas top)</td><td>\$ 801.90</td></tr><tr><td>6</td><td>10</td><td>33' x 81'</td><td>Clear Span Tent (min. 9 foot poles) with Marquee (clear canvas top)</td><td>\$ 1,470.15</td></tr><tr><td>7</td><td>30</td><td>20' x 20'</td><td># SQ Ft. - 400</td><td>\$ 80.00</td></tr><tr><td>8</td><td>15</td><td>20' x 30'</td><td># SQ Ft. - 600</td><td>\$ 90.00</td></tr><tr><td>9</td><td>30</td><td>10' x 10'</td><td># SQ Ft. - 100</td><td>\$ 50.00</td></tr><tr><td>10</td><td>10</td><td>10' x 20'</td><td># SQ Ft. - 200</td><td>\$ 60.00</td></tr></table>	Item No.	Annual Est. Qty.	Size	Description	Price	Tent for Vizcaya	1	20	33' x 113'	Clear Span Tent (min. 9 foot poles) with Marquee (white canvas top)	\$ 1,118.70	2	10	33' x 113'	Clear Span Tent (min. 9 foot poles) with Marquee (clear canvas top)	\$ 2,050.95	3	30	33' x 180'	Clear Span Tent (min. 9 foot poles) with Marquee (white canvas top)	\$ 1,782.00	4	20	33' x 180'	Clear Span Tent (min. 9 foot poles) with Marquee (clear canvas top)	\$ 3,267.00	5	5	33' x 81'	Clear Span Tent (min. 9 foot poles) with Marquee (white canvas top)	\$ 801.90	6	10	33' x 81'	Clear Span Tent (min. 9 foot poles) with Marquee (clear canvas top)	\$ 1,470.15	7	30	20' x 20'	# SQ Ft. - 400	\$ 80.00	8	15	20' x 30'	# SQ Ft. - 600	\$ 90.00	9	30	10' x 10'	# SQ Ft. - 100	\$ 50.00	10	10	10' x 20'	# SQ Ft. - 200	\$ 60.00	Jennyfer Calderon
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15	1/07/2016	<p>Ebershoff LLC dba Economy Party and Tent Rental FEIN No. 462641294 - 01 has met the all requirements and has been added to the prequalified pool of vendors on <u>Group C</u>.</p>	Jennyfer Calderon																																																								
14	12/08/2015	<p>Effective immediately: A Navas Party Production, Inc. (A Navas) has been removed on the following Groups: ~ Group A (Rental for commonly used tents) and on ~ Group C (Miscellaneous special events equipment rental, pre-qualification).</p> <p>A Navas will remain on Group B (Rental for Commonly Used tents for Vizcaya) <u>until further notice</u>.</p>	Jennyfer Calderon																																																								
13	11/10/2015	<p>Transfer of funds from Unallocated to Seaport, completed 11/2/2015.</p> <table><tr><th>Department</th><th>Allocation</th><th>Transferred</th><th>Modified Allocation</th></tr><tr><td>Unallocated Funds</td><td>\$ 897,764</td><td>(\$350,350)</td><td>\$ 547,414</td></tr><tr><td>Seaport</td><td>\$ 485,000</td><td>\$ 350,350</td><td>\$ 835,350</td></tr></table>	Department	Allocation	Transferred	Modified Allocation	Unallocated Funds	\$ 897,764	(\$350,350)	\$ 547,414	Seaport	\$ 485,000	\$ 350,350	\$ 835,350	Shereece George																																												
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12	7/21/2015	<p>Glen's Tent's and Table Rental Services, Inc. has met the Prequalification requirements established in Section 2, Paragraph 2.6 and has been added to the prequalified pool of vendors on Group C.</p>	Esmeralda Cardenas																																																								
11	08/05/2014	<p>Animal Service accessed the contract and a transfer of funds from the following departments:</p> <table><tr><th>Department</th><th>Allocation</th><th>Transferred</th><th>Modified Allocation</th></tr><tr><td>Unallocated Funds</td><td>\$ 997,764</td><td>\$ (100,000)</td><td>\$ 897,764</td></tr><tr><td>Animal Services</td><td>\$ 0</td><td>\$ 100,000</td><td>\$ 100,000</td></tr></table>	Department	Allocation	Transferred	Modified Allocation	Unallocated Funds	\$ 997,764	\$ (100,000)	\$ 897,764	Animal Services	\$ 0	\$ 100,000	\$ 100,000	Jennyfer Calderon																																												
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8	05/02/2013	<p>The Medical Examiner's allocation has been increased by \$25,000</p> <table border="1"> <thead> <tr> <th>Department</th><th>Allocation</th><th>Transferred</th><th>Modified Allocation</th></tr> </thead> <tbody> <tr> <td>Medical Examiner</td><td>\$5,000</td><td>\$25,000</td><td>\$30,000</td></tr> </tbody> </table>	Department	Allocation	Transferred	Modified Allocation	Medical Examiner	\$5,000	\$25,000	\$30,000	Jose Cardona								
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7	04/25/2013	<p>The Medical Examiner has now been added to BPO No. ABCW0900467 with a \$5,000 allocation. Funds have been transferred from the following Departments:</p> <table border="1"> <thead> <tr> <th>Department</th><th>Allocation</th><th>Transferred</th><th>Modified Allocation</th></tr> </thead> <tbody> <tr> <td>Aviation</td><td>\$59,000</td><td>(\$10,000)</td><td>\$49,000</td></tr> <tr> <td>Elections</td><td>\$68,285</td><td>(\$15,000)</td><td>\$53,285</td></tr> </tbody> </table>	Department	Allocation	Transferred	Modified Allocation	Aviation	\$59,000	(\$10,000)	\$49,000	Elections	\$68,285	(\$15,000)	\$53,285	Jose Cardona				
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3	05/09/2011	Bidder A Navas Party Production, Inc. has complied with the insurance requirement in accordance with the contract's Section 2, paragraph 2.11 and has been reinstated to the contract.	Thelma Rodriguez																
2	11/04/2010	<p>Transfer of funds from the following Departments:</p> <table border="1"> <thead> <tr> <th>Department</th><th>Allocation</th><th>Transferred</th><th>Modified Allocation</th></tr> </thead> <tbody> <tr> <td>Seaport</td><td>\$495,000</td><td>(\$5,000)</td><td>\$490,000</td></tr> <tr> <td>Solid Waste</td><td>\$5,000</td><td>\$5,000</td><td>\$10,000</td></tr> </tbody> </table>	Department	Allocation	Transferred	Modified Allocation	Seaport	\$495,000	(\$5,000)	\$490,000	Solid Waste	\$5,000	\$5,000	\$10,000	Thelma Rodriguez				
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1	07/23/2009	Fiesta Carousel, Inc. has met the Prequalification requirements established in Section 2, Paragraph 2.6 and has been added to the contract under Group C.	Mary Hammett																

PART #1: AWARD DESCRIPTION

Groups A & B were awarded to the primary, secondary and tertiary lowest priced responsive and responsible bidders in the aggregate, per group.

Bidders for Group C have been pre-qualified to participate in spot market purchases for miscellaneous special event equipment rental, inclusive but not limited to tents, side panels, water barrels, water barrels covers, rain gutters, round tables, rectangular tables, wooden chairs, metal chairs, plastic stackable chairs, children's chairs, linens tablecloths, linen napkins, table skirting, lights, flooring, staging, podiums, microphones, etc.

Group A – Rental of Commonly Used Tents
 Awarded to ~~A Navas Party Production, Inc~~

	Est. Qty.	Size	# SQ FT.	Unit Price Daily Rental
1	100	10' X 10'	100	\$ 55.00
2	100	10' X 20'	200	\$ 115.00
3	100	20' X 20'	400	\$ 140.00
4	100	20' X 30'	600	\$ 180.00
5	20	20' X 40'	800	\$ 220.00

Group B – Rental of Commonly Used Viscaya Museum Tents
Awarded to **A Navas Party Production, Inc**

	Est. Qty.	Size	Description	Unit Price Daily Rental
1	55	33' X 113'	Clear Span Tent (min. 9 foot poles) with Marquee (white canvas top)	\$ 1,500.00
2	55	33' X 113'	Clear Span Tent (min. 9 foot poles) with Marquee (clear canvas top)	\$ 1,400.00
3	155	33' X 180'	Clear Span Tent (min. 9 foot poles) with Marquee (white canvas top)	\$ 2,000.00
4	155	33' X 180'	Clear Span Tent (min. 9 foot poles) with Marquee (clear canvas top)	\$ 2,100.00
5	30	33' X 81'	Clear Span Tent (min. 9 foot poles) with Marquee (white canvas top)	\$ 750.00
6	30	33' X 81'	Clear Span Tent (min. 9 foot poles) with Marquee (clear canvas top)	\$ 650.00
7	30	20' X 20'	# SQ Ft. 400	\$ 120.00
8	30	20' X 30'	# SQ Ft. 600	\$ 150.00
9	1		Setup/dismantlement of ten outside of regular working hours 6:00 am to 6:00 pm	\$ 200.00

Group C – Miscellaneous special events equipment rentals (Pre-qualified)

BUSINESS NAME	CONTACT	PHONE	E-MAIL	FAX
ABC Party Rental, Inc. d/b/a Diamonette Party Rental	Carlos Melendez Steve Calderon	305-592-1223 305-986-1882	carlos@diamonette.com Steve@diamonette.com	305-593-1038
Ebershoff LLC dba Economy Party and Tent Rental	Humberto Alvarez	305-256-7368 765-430-4088	eprdesk@economypartyrental. com	305-232-1775
Fiesta Carousel, Inc.	Miguel R. Hechavarria	305-821-0081 786-412-4156	fiestacarousel@comcast.net	305-821-2162
Glen's Tent's and Table Rental Services, Inc	Glen Ramgoolam	305-904-8241	glenstentrental@aol.com	305-592-2733
Miami Grandstand Entertainment Corp.	Felipe Perdome	305-636-9665 305-213-6306	miamibleachers@cs.com	305-826-1280
SBS Investments of Dade County, Inc. d/b/a Christina's Party Rentals	Jose Segarra	305-969-1025 786-367-2480	cpr.christina@gmail.com	305-969-1622
A 2 Chance Party	Gilbert Velilla	305-735-2699	asecondchanceparty@gmail.com	305-222-7782

NOTE: Additional vendors that meet the pre-qualification requirements may be added by ISD Procurement Management.

QUOTATION DIRECTIVES

When a spot market purchase is initiated, all pre-qualified bidders shall be invited to offer a fixed price for a specific individual rental, or a specific purchasing period. The bidder then offering the lowest fixed price shall be awarded for the specific period or specific rental. Spot market pricing procedures may be initiated by a using County department or by the Procurement Management Section of ISD. Spot



market quotations will include specifications, quantities, due date, any delivery requirements and specific terms & conditions. In general, written spot market quotes will be gathered from all pre-qualified bidders.

Method of Award

RFQ's may be awarded to the vendors with the lowest price in the aggregate, per-group, or on a per-item basis.

User Department Responsibility

It is the responsibility of the user Department to ensure compliance with the above-mentioned procedures. Purchase under this contract will be subject to random review or audit by County authorities, including the Procurement Management Services Division, Audit and Management, and the Office of the Inspector General.

Record Retention

For each purchase order issued under this contract, the user department shall maintain a record of the purchase including: market research performed, all quotes sought, all quotes obtained, required exception forms, and any other documentation supporting each purchase to ensure compliance and to establish the necessary accountability for audit. The record shall be maintained by the user department in a location (either electronic or paper) easily accessible for review or audit in accordance with the County Records Retention regulations.

PART #4: APPLICABLE ORDINANCES

Each Solicitation shall be consistent with the Master Procurement Implementing Order (I.O.) NO.3-38.

The Local Preference, Locally Headquartered Business, Cone of Silence, UAP & Inspector General Ordinances shall be applicable to each solicitation issued under this contract.

Small Business Contract Measures

A Small Business Enterprise (SBE) bid preference applies to this solicitation.

The Bid Preference shall be applied first to the offers received from certified Micro/SBE vendors. A Micro/SBE vendor must be certified by the Sustainability, Planning and Economic Enhancement Department for the type of goods and/or services the vendor provides in accordance with the following Commodity code(s) (445, 031-55). The following link may be accessed to verify if a firm is a Micro/SBE vendor http://www.miamidade.gov/sba/library/certify_all_by_firms.pdf

For contracts valued over \$1 million, an SBE Preference of 5% is applied to a SBEs offer (for the purpose of evaluation ONLY). For contracts valued up to \$1 million, an SBE Preference of 10% is applied (for the purpose of evaluation ONLY). If the SBE is the responsible, responsive low vendor following the evaluation process, the price that the county will pay the awarded firm is the original price offered (excluding the 5% or 10% evaluation factors).



**REQUEST FOR QUOTE: BID NO. 8341-1/18-1
EQUIP. RENTAL (ENT/SPEC. EVENTS)-PREQUAL**

Interlocal Agreement

At this time, there is an interlocal agreement in effect between Miami-Dade and Broward Counties until September 30, 2015. Therefore, a vendor which meets the requirements of (1), (2), and (3) above for Broward County shall be considered a local business pursuant to this Section.

Small Business Contract Measures

A Small Business Enterprise (SBE) bid preference applies to this solicitation.

A 10% bid preference shall apply to contracts \$1 million or less and 5% on contracts greater than 1\$ million. A SBE/Micro Business Enterprise must be certified by the Department of Business Development (DBD) for the type of goods and/or services the Enterprise provides in accordance with the applicable Commodity Code(s) for this solicitation. For certification information, contact the Department of Business Development at 305-375-3111 or access www.miamidade.gov/sbd.

The SBE/Micro Business Enterprise must be certified for the commodity listed above by bid submission deadline, at contract award for the duration of the contract to remain eligible for the preference.